



ARCHITECT TRAINING AND EXPERIENCE REPORT (IDP)

State Form 49699 (4-00)

INDIANA STATE BOARD OF
REGISTRATION FOR ARCHITECTS
302 West Washington Street, Rm E034
Indianapolis, Indiana 46204
Telephone: 317-232-2980

INSTRUCTIONS: Please type or letter neatly

Name of applicant		File number (for office use only)	
Is / was employed by the firm of:			
Reporting period(s): (month, day, year)			
Indicate the value units earned in each training area during the above period(s). One value unit equals eight (8) hours of acceptable experience. Please use decimal notation to two (2) places.			
TRAINING AREAS	VALUE UNITS OBTAINED	SUPPLEMENTAL EDUCATION HOURS	EXPERIENCE
A. DESIGN & CONSTRUCTION DOCUMENTS			
1. Programming			
2. Site and Environmental analysis			
3. Schematic Design			
4. Engineering Systems Coordination			
5. Building Cost Analysis			
6. Code Research			
7. Design Development			
8. Construction Documents			
9. Specifications and Materials Research			
10. Document Checking and Coordination			
Elective Units In This Category			
B. CONSTRUCTION ADMINISTRATION			
11. Bidding and Contract Negotiation			
12. Construction Phase - Office			
13. Construction Phase - Observation			
Elective Units In This Category			
C. MANAGEMENT			
14. Project Management			
15. Office Management			
Elective Units In This Category			
D. RELATED ACTIVITIES			
16. Professional & Community Service			
17. Other Related Activities			
TOTAL			

Verified by (Employer)	Date (month, day, year)
Reviewed by (Mentor)	Date (month, day, year)

(Continued on reverse)

EXPERIENCE AND TRAINING CATEGORIES AND AREAS; REQUIRED VALUE UNITS

AN APPLICANT MUST ACQUIRE A TOTAL OF SEVEN HUNDRED (700) VALUE UNITS TO SATISFY THE EXPERIENCE AND TRAINING REQUIREMENTS. ONE (1) VALUE UNIT EQUALS EIGHT (8) HOURS OF ACCEPTABLE ACTIVITY. THE FOLLOWING CHART LISTS THE EXPERIENCE AND TRAINING CATEGORIES AND AREAS AND THE VALUE UNIT REQUIREMENTS FOR EACH:

CATEGORY A

DESIGN AND CONSTRUCTION DOCUMENTS MINIMUM VU'S REQUIRED		
PROGRAMMING		10
SITE AND ENVIRONMENTAL ANALYSIS		10
SCHEMATIC DESIGN		15
BUILDING COST ANALYSIS		10
CODE RESEARCH		15
ENGINEERING SYSTEMS COORDINATION		15
DESIGN DEVELOPMENT		40
CONSTRUCTION DOCUMENTS		135
SPECIFICATIONS AND MATERIALS RESEARCH		15
DOCUMENTS CHECKING AND COORDINATION		15
MINIMUM TOTAL VALUE UNITS REQUIRED		350*

CATEGORY B

CONSTRUCTION ADMINISTRATION		
BIDDING AND CONTRACT NEGOTIATION	10	
CONSTRUCTION PHASE OFFICE	15	
CONSTRUCTION PHASE OBSERVATION	15	
MINIMUM TOTAL VALUE UNITS REQUIRED	70*	

CATEGORY C

MANAGEMENT		
PROJECT MANAGEMENT	15	
OFFICE MANAGEMENT	10	
MINIMUM TOTAL VALUE UNITS REQUIRED	30*	

*THE DIFFERENCES BETWEEN THE MINIMUM TOTAL VALUE UNITS REQUIRED IN EACH OF CATEGORIES A, B, AND C AND THE SUM OF THE MINIMUMS REQUIRED FOR EACH TRAINING AREA WITHIN THE CATEGORY MUST BE ACQUIRED BY EARNING VALUE UNITS FROM TRAINING AREAS WITHIN THE SAME CATEGORY.

CATEGORY D

RELATED ACTIVITIES		
PROFESSIONAL AND COMMUNITY SERVICE	10	
OTHER RELATED ACTIVITIES	0	
MINIMUM TOTAL VALUE UNITS REQUIRED	10	

THE REQUIRED MINIMUMS IN CATEGORIES A, B, C, AND D TOTAL FOUR HUNDRED SIXTY-FIVE (465) VALUE UNITS, ALLOWING FOR TWO HUNDRED THIRTY-FIVE (235) ADDITIONAL VALUE UNITS TO BE ACQUIRED IN ANY OF THE LISTED CATEGORIES. ALL OF THE TWO HUNDRED THIRTY-FIVE (235) ADDITIONAL VALUE UNITS MAY BE ACQUIRED IN ONE (1) CATEGORY OR DISTRIBUTED AMONG THE CATEGORIES.